

IMPERIAL

Imperial College London **Student Accommodation Licence (2026–2027)**

Important notice

This accommodation licence is a legally binding agreement between you and Imperial. By accepting your offer of accommodation, you agree to pay the Licence Fee in full and to comply with the terms of this Licence for the duration of your stay.

This Licence relates to accommodation in university-managed halls of residence or purpose-built student accommodation. Such accommodation is exempt from the Renters' Rights Act 2025, as it is operated in accordance with government-approved student accommodation codes of practice. Imperial is a member of Universities UK (UUK) and operates in accordance with the UUK Student Accommodation Code.

You should read this Licence carefully before accepting your offer. In particular, your attention is drawn to:

- the sections relating to fees, charges and other amounts you may be required to pay (see Section 4); and
- the circumstances in which your Licence may end early or you may be required to leave the accommodation (see Section 5).

Documents forming part of this Licence

This Licence is made up of the following documents, all of which form part of your agreement with Imperial and should be read together:

- The offer of accommodation made to you by Imperial;
- The latest version of [Imperial's Living Guide - Halls Accommodation](#);
- The [Imperial Student Accommodation Code of Conduct](#);
- The Scape Hammersmith Schedule (if applicable);
- The latest version of Scape's Code of Conduct (if applicable);
- The [UUK Student Accommodation Code](#);
- Imperial's [Departure Rules, Room Move Policy and Notice to Quit Policy](#); and
- Imperial's Accommodation [Privacy Policy](#).

These documents form part of this Licence and have the same legal effect as if they were included in full within it. Any reference to this Licence includes these documents.

If there is any conflict or ambiguity between the documents listed above, a document higher in the list takes priority over a document lower in the list.

If you are allocated accommodation at **Scape Hammersmith**, and there is any inconsistency between the main body of this Licence and the Scape Hammersmith Schedule, the provisions of the **Scape Hammersmith Schedule** shall prevail.

You should read all of these documents carefully before accepting your offer of accommodation.

How this Licence is organised

For ease of reference, this Licence is divided into the following sections:

1. Introduction / Licence overview
2. Our responsibilities (Imperial)
3. Your responsibilities (Student)
4. Money: fees, charges and refunds
5. Ending the Licence (you / us)
6. Other important legal information
7. Special arrangements (Silwood Park / Scape Hammersmith)

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Section 1. Introduction and Licence overview

This section explains the type of accommodation Licence you are being offered, how long it lasts, and the basis on which it applies.

1.1 Licence types

Imperial College of Science, Technology and Medicine (“Imperial”) offers two types of student accommodation Licence for the 2026–2027 academic year:

- a) a 39-week Licence, which provides accommodation for the first, second and third Accommodation Sessions set out in clause 1.2 (applicable to undergraduate and returning undergraduate students); and
- b) a 51-week Licence, which provides accommodation for the first, second, third and fourth Accommodation Sessions set out in clause 1.2 (applicable to postgraduate students at Silwood Park and undergraduate students in Woodward Buildings);

Both Licence types include accommodation during the Christmas and Easter vacation periods.

1.2 Accommodation Sessions

For the 2026–2027 academic year, Imperial student accommodation is divided into the following Accommodation Sessions:

- Session 1: 26th September 2026 - 2nd January 2027 (14 weeks)
- Session 2: 2nd January 2027 - 24th April 2027 (16 weeks)
- Session 3: 24th April 2027 - 26th June 2027 (9 weeks)
- Session 4: 26th June 2027 - 18th September 2027 (12 weeks)

The Accommodation Sessions covered by your Licence together form your **Accommodation Period**.

You must leave your accommodation by **10.00am** on:

- 26 June 2027 if you hold an undergraduate Licence; or
- 18 September 2027 if you hold a postgraduate Licence or an applicable undergraduate Licence.

1.3 Nature of the Licence

This Licence gives you a personal, non-exclusive licence to occupy a place in Imperial student accommodation during your Accommodation Period. It does not give you any right to occupy a particular room, flat or residence, and accommodation allocations may be changed as set out in Section 2.

This Licence is granted solely because you are a full-time student of Imperial (or an authorised carer for such a student) and is provided for temporary accommodation in connection with your course. It is not intended to be your permanent or only home.

This Licence does not create a tenancy or any legal estate in land. In particular, it is not an assured tenancy or an assured shorthold tenancy for the purposes of the Renters’ Rights Act 2025 or any related legislation.

You may not transfer this Licence or share or sub-licence the accommodation except as expressly permitted by this Licence.

1.4 Formation and duration of the Licence

This Licence becomes legally binding when you accept Imperial’s offer of accommodation.

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It will normally continue until the end of the Accommodation Period, unless it ends earlier in accordance with this Licence.

1.5 Eligibility

You may only enter into this Licence and live in Imperial accommodation if you are registered and enrolled as a full-time student at Imperial for the entire Accommodation Period.

The only exception is where you are authorised by Imperial, in writing, to reside in the accommodation as a carer for a full-time student at Imperial, in accordance with this Licence.

If, for any reason, you cease (or expect to cease) to be registered/enrolled as a full-time student at Imperial, or you cease (or expect to cease) to be an authorised carer, during the Accommodation Period, you must notify the Student Accommodation Office immediately.

In these circumstances, Imperial reserves the right to terminate this Licence in accordance with Section 5 of this Licence and to require you to vacate the accommodation.

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Section 2. Our responsibilities (Imperial)

This section explains Imperial's responsibilities in managing and operating its student accommodation.

2.1 Providing accommodation and managing allocations

2.1.1 Imperial will provide you with accommodation for the duration of the Accommodation Period, subject to the terms of this Licence.

2.1.2 Imperial may need to change accommodation allocations to manage its accommodation effectively. Where necessary, Imperial may require you to move to alternative accommodation. Imperial will take reasonable steps to offer you alternative accommodation of a similar type and standard, but this may be in a different room, flat, building or hall, and may be for operational, refurbishment, disciplinary, welfare, health and safety or other reasonable management reasons.

2.1.3 In exceptional circumstances, you may be required to move to accommodation of a different standard.

2.1.4 You acknowledge that your right under this Licence is to occupy student accommodation within an allocation of rooms of a similar type and standard, and not a right to any particular room, flat or residence.

2.1.5 Where refurbishment or other essential works are carried out during the Accommodation Period, some students may be required to move to alternative rooms or halls on a temporary basis to allow these works to take place. Where this applies, affected students will be contacted separately and provided with further information.

2.2 Utilities, heating and services

2.2.1 The following services are included in the Licence Fee for Imperial student accommodation:

- a) Gas, electricity, and water subject to reasonable usage; and
- b) Connection to the relevant broadband network for internet access, subject to reasonable usage.

2.2.2 Where students are able to control heating within their accommodation, the inclusion of gas and electricity in the Licence Fee is subject to reasonable usage, and students are encouraged to use energy responsibly.

Where heating is centrally controlled and cannot be adjusted individually, Imperial (or its nominee) will use reasonable endeavours to maintain a reasonable internal temperature within the accommodation.

2.3 Cleaning arrangements

2.3.1 Imperial (or its nominee) may arrange cleaning services within student accommodation where it considers this reasonable. Cleaning services are not provided in couple or family accommodation. Details of any cleaning arrangements, including the areas covered, frequency, timing and individual responsibilities, will be set out in notices or rotas displayed within your hall or residence.

2.3.2 Where cleaning services are provided, they may be reduced during Imperial closure periods, including Christmas and Easter, and on public holidays.

2.4 Safety-led interventions and building safety management

2.4.1 Where Imperial (or its nominee) reasonably believes that you have contracted an infectious disease that poses a health risk to other residents, Imperial may require you to move to alternative accommodation until it is satisfied that the risk has subsided.

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2.4.2 For safety reasons, Imperial (or its nominee) may restrict or refuse permission for the use of certain electrical items within accommodation, including e-cigarettes and Schuko plugs. Details of prohibited items are provided in the Living Guide or, where applicable, the Scape Code of Conduct, and may also be shared with students as part of pre-arrival information or induction materials.

2.4.3 Imperial (or its nominee) may remove electric bicycles or electric scooters from the premises. Imperial's Fire Safety Department Code of Practice states that electric bicycles and electric scooters must not be brought into or charged within Imperial halls of residence.

2.4.4 Imperial (or its nominee) may remove, disable or destroy any equipment it reasonably considers to be unsafe. Where practicable, Imperial will discuss this with you before taking action.

2.5 Communication, complaints and support

2.5.1 Imperial will communicate with residents about matters affecting their accommodation, including operational information, safety matters and relevant updates, where reasonably practicable. Information may be provided through notices, guidance, online information or direct communications.

2.5.2 Discipline within halls and residences is managed by the Residential Support and Services team (or the Scape Management Team where applicable), in accordance with this Licence and any applicable hall rules.

2.5.3 More serious matters may be dealt with under formal procedures, including the Scape Code of Conduct for students living in Scape accommodation.

2.5.4 If you wish to raise a complaint or appeal a decision relating to disciplinary matters, you may do so in accordance with Imperial's complaints and appeals procedures, available at:

<https://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline/>

You have the right to appeal against decisions relating to disciplinary offences.

2.6 Access and entry

2.6.1 Imperial may enter your accommodation, or authorise others to do so, at reasonable times and with reasonable notice, to:

2.6.1.1 carry out inspections, maintenance, repairs or improvements;

2.6.1.2 test or inspect equipment and installations, including for health and safety or compliance with fire, building safety or other regulatory requirements;

2.6.1.3 clean or service the accommodation or common areas; and

2.6.1.4 check compliance with this Licence and any applicable hall or residence rules, including where there are concerns about prohibited items, serious misconduct, welfare or safeguarding.

2.6.2 Except in urgent circumstances, Imperial will normally give you at least 24 hours' notice of its intention to enter your accommodation. Notice may be given by email, online portal, written notice, or hall notice boards.

2.6.3 In urgent circumstances where immediate access is required – for example, where Imperial reasonably believes there is an immediate risk to health, safety or security, or a risk of serious damage to property – Imperial may enter your accommodation without prior notice and may do so at any time of day or night. Where prior notice would defeat the purpose of the visit (for example, in serious disciplinary or welfare cases), Imperial may enter on shorter or no notice, acting reasonably.

2.6.4 Imperial may refuse entry to, or require the departure of, any non-resident from the accommodation or hall of residence.

2.7 Inventory and deposits

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2.7.1 At the start of the Accommodation Period, Imperial (or its nominee) will prepare an inventory of the furniture, fittings and contents within your accommodation.

2.7.2 Where loss or damage occurs for which you are responsible under this Licence, Imperial may charge you for the reasonable cost of repair or replacement, in line with Section 3 (Your responsibilities) of this Licence.

Imperial may apply these charges to the card used to pay for your accommodation and/or against the Deposit (where applicable). A breakdown of any charges will be provided to you within 14 days of your departure.

2.7.3 Where a Deposit applies, Imperial will return it once agreement has been reached regarding any proposed deductions, and in any event within one month of the end or termination of the Licence.

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Section 3. Your responsibilities (Student)

This section sets out your responsibilities while living in Imperial accommodation. These responsibilities are designed to help keep the accommodation safe, fair and comfortable for you and for other residents.

3.1 Hall rules and conduct

3.1.1 You must comply with all accommodation rules. These include, without limitation, the requirements set out in this Section 3 (Your responsibilities) relating to noise and consideration of others, fire safety and evacuation, electrical safety, prohibited items, drugs and intoxicating substances, security and access, visitors, use of IT facilities, and any other rules or regulations notified to you in writing from time to time.

3.1.2 All accommodation is designated as no smoking. This includes vaping. Smoking and vaping is only permitted in designated external areas.

3.1.3 Firearms and weapons (including swords, air guns and air pistols) are strictly prohibited in halls and residences.

3.1.4 You must ensure that you are aware of, and comply with, all regulations relating to the use of IT facilities in halls and residences. The downloading or distribution of pornographic or copyright-protected material is strictly prohibited and may result in disciplinary action. Restrictions on the level or type of internet usage may also be imposed.

3.1.5 If you receive any official notice or correspondence relating to your accommodation or a neighbouring property (for example from a local authority or utility provider), you must provide a copy to the hall or residence reception as soon as reasonably possible.

3.1.6 You must follow any reasonable rules relating to the use of the accommodation that are made by or on behalf of Imperial or the accommodation provider, where these are communicated to you in writing (for example by email, notice or publication in official accommodation guidance).

3.2 Use of the accommodation and consideration of others

3.2.1 The maximum number of people permitted to live in your accommodation is set at the time of booking and must not be exceeded. The accommodation may only be used as your personal living space and must not be used for business, commercial or other non-residential purposes.

3.2.2 You must not:

3.2.2.1 Grant any rights of occupation to another person which could amount to a tenancy or licence.

Any attempt to do so will be void and treated as a material breach of this Licence;

3.2.2.2 Sub-licence or share the accommodation without Imperial's agreement; and

3.2.2.3 You must not allow guests to stay in your room in your absence under any circumstances.

This does not prevent you from sharing approved couple, family or shared accommodation with an individual authorised by the Student Accommodation Office.

3.2.3 Animals are not permitted in halls or on campus, except for assistance animals registered to support disabled people or certain medical conditions. Therapy or emotional support animals are not recognised as assistance animals in the UK and are not permitted.

3.2.4 You must not use the accommodation for any illegal purpose or for any conduct that is seriously inappropriate or unacceptable under Imperial's disciplinary regulations. Any such use will be treated as a serious disciplinary offence.

3.2.5 You may occupy the accommodation only as your own residence. You must not carry on any formal or registered trade, business or profession from the accommodation.

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3.2.6 You must respect the rights and needs of fellow residents and neighbours at all times. You must not cause excessive noise, including (but not limited to) loud music, amplified instruments or shouting.

3.2.7 Between 23.00 and 07.00, no noise should be audible outside your room. Noise during these hours is regarded as a serious disciplinary matter and a material breach of this Licence. It is not always reasonable to restrict others' activities to meet the expectations of someone who is especially sensitive to noise.

3.3 Fire safety

3.3.1 You must follow all fire safety and evacuation procedures in place within your hall or residence.

3.3.2 You must not do anything that could put your own safety or the safety of others at risk. This includes (but is not limited to) the following:

- a) never propping open fire doors, including kitchen doors;
- b) never tampering with fire safety equipment (this is a criminal offence);
- c) never throwing or allowing objects to fall from the building, or entering prohibited areas of the building;
- d) always keeping floors in your accommodation clear of obstructions, clutter or hazards, for the safety of you, your guests and others who may enter your accommodation.

3.3.3 If you identify anything within your hall or residence that you believe is unsafe or may present a hazard, you must report it to the hall or residence staff immediately. Responsibility for communal areas is shared by all residents.

3.4 Electrical safety and prohibited items

3.4.1 You must use all electrical appliances safely and in accordance with any guidance issued by Imperial or the accommodation provider.

3.4.2 The use of certain items is prohibited within halls and residences for safety reasons. A full and up-to-date list of prohibited items is set out in the Living Guide (and, where applicable, the Scape Code of Conduct), which you must follow at all times.

3.4.3 Kettles, irons, rice cookers and other cooking appliances must not be used in accommodation bedrooms. These items may only be used in designated shared areas where they are provided by Imperial (or its nominee), or where specific approval has been given by the Residential Support and Services team.

3.4.4 Electric fires and heaters must not be used in the accommodation unless they are provided by Imperial (or its nominee).

3.4.5 Refrigerators are only permitted in accommodation bedrooms in special circumstances, where permission has been given, or where they are provided by Imperial (or its nominee) in designated halls or residences.

3.4.6 To reduce the risk of fire, electrical damage or injury, you must not:

- a) connect more than one appliance to a single electrical plug;
- b) plug electrical appliances into light fittings;
- c) use multiple adaptors in a single socket;
- d) use electrical extension leads;
- e) interfere with electrical distribution boards or attempt to replace blown fuses; or
- f) remove light bulbs from their fittings (you must report any faults to hall or residence staff).

3.4.7 Where transformer sockets are provided, you must only plug electric shavers into those sockets.

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3.4.8 Where electric kettles are used in kitchens, you must only use purpose-made leads designed for that purpose.

3.4.9 Imperial (or its nominee) tests its own portable electrical equipment annually. Personal electrical equipment brought by students is not routinely tested. You are responsible for ensuring that any personal equipment you use is safe. You may be required to provide hall or residence staff with details of such equipment, including the manufacturer, type, electrical loading and compliance with relevant standards.

3.5 Bicycles, e-bikes and e-scooters

3.5.1 Cycling, rollerblading and ball games are not permitted inside halls or residences, or on any footpaths or gardens within accommodation areas.

3.5.2 Bicycles and motorcycles must not be stored within your accommodation or anywhere within the hall or residence other than in designated bicycle storage areas (where provided). Imperial does not guarantee that bicycle storage areas will be available or that sufficient space will be provided. If you bring a bicycle or motorcycle, you do so at your own risk and are responsible for securing it appropriately.

3.5.3 Electric bicycles, e-scooters, electric scooters and electric unicycles are not permitted within halls or residences and must not be brought into, stored or kept anywhere within accommodation buildings or access routes.

3.5.4 The charging of electric bicycles, e-scooters or other battery-powered personal transport devices is not permitted within halls or residences under any circumstances.

3.6 Security, keys and access

3.6.1 You must not allow uninvited or unknown persons to enter the hall or residence. You must not allow tailgating and must ensure that external doors are kept closed and secure at all times.

3.6.2 You must not duplicate, share or misuse any keys or access cards issued to you, and you must only use them for the purpose for which they were provided.

3.6.3 You must carry your key or access card with you whenever you leave your accommodation. If you lock yourself out, Imperial (or its nominee) will arrange access within a reasonable time. Except in exceptional circumstances, you may be charged for any reasonable costs incurred as a result.

3.6.4 You must return all keys and access cards to the hall or residence reception when you vacate the accommodation. If keys or cards are not returned by the required time, you may be charged for replacement keys and, where reasonably necessary, the cost of changing locks (including labour). If the failure to return keys or cards delays an incoming student, you may also be charged for any additional costs incurred by Imperial.

3.7 Reporting defects, damage and hazards

3.7.1 If you become aware of any defect, hazard or damage within the hall or residence (whether or not caused by you, and whether or not it is within your own accommodation), you must report this immediately to the hall or residence reception, or as otherwise directed.

3.7.2 You are financially responsible for any loss or damage you or your guests cause to the accommodation, the hall or residence, or Imperial's property, including any associated cleaning costs.

3.8 Health and wellbeing

3.8.1 You are encouraged to register with a local NHS doctor as soon as possible after arriving. Information on how to do this is available at:

<https://www.imperial.ac.uk/student-support-zone/your-health/doctor-and-dentist/>

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You can also speak to the on-site Residential Support and Services team if you need advice or support.

3.9 Drugs and intoxicating substances

3.9.1 The possession, use or distribution of illicit drugs, controlled drugs or intoxicating substances is illegal and is a serious disciplinary offence.

3.9.2 For the purposes of this Licence, intoxicating substances include new psychoactive substances (sometimes referred to as “legal highs”), whether or not they are currently banned under the Misuse of Drugs Act. The use or possession of controlled drugs or intoxicating substances anywhere on Imperial (or its nominees’) property, or allowing them to be used in your room or hall of residence, will result in disciplinary action.

3.9.3 The possession of items considered to be drug paraphernalia (including, but not limited to, items such as grinders and shisha pipes) may also result in disciplinary action.

3.9.4 Any breach of this section may result in disciplinary action and/or referral to the police.

3.10 Inventory, contents and damage

3.10.1 You must check and sign the inventory provided at the start of the Accommodation Period and return it to the hall or residence staff within seven days of receipt so that any discrepancies can be recorded. You should keep a copy of the inventory for your own records.

3.10.2 You must not remove any furniture, fittings or other items provided in the accommodation.

3.10.3 You must not use drawing pins, blu-tack or any other items that may mark or damage walls or surfaces. Where notice boards are provided, these should be used instead. You will be charged for the cost of repairing any damage caused.

3.10.4 You must not:

- put screws, nails or fixings into walls, ceilings or other surfaces; or
- make any alteration to IT, mains or telephone wiring, or install any aerials or additional wiring, without Imperial’s prior written consent.

3.11 Cleaning

3.11.1 You are responsible for keeping your accommodation clean and tidy at all times. Floors must be kept clear of obstructions, clutter or hazards.

3.11.2 Where cleaning services are provided, you must follow any cleaning rotas, procedures or guidance notified to you. Cleaning services may be reduced during Imperial closure periods and on public holidays.

3.11.3 You must comply with Imperial’s Departure Rules and leave your accommodation in the required condition at the end of the Accommodation Period.

3.12 Visitors and guests

3.12.1 Subject to clause 3.2.1 and any applicable accommodation rules, you may have day visitors in the accommodation between 08.00 and 23.00 only. You are responsible for the behaviour and actions of your visitors while they are in the accommodation, including any damage they cause, as if it were your own.

3.12.2 Overnight guests are not permitted in halls or residences unless this is expressly allowed by the Residential Support and Services team or permitted under your specific hall or residence rules.

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Section 4. Money: fees, charges and refunds

This section explains what you will need to pay for your accommodation, when and how payments are made, and what happens if payments are late or if you cancel your Licence. It also sets out when additional charges may apply, your responsibility for charges payable to public authorities, and how refunds (where applicable) are handled.

4.1 Licence Fee

4.1.1 The Licence Fee is the accommodation fee set out in your offer of accommodation. Unless this Licence states otherwise, the Licence Fee is payable in full for the entire Accommodation Period.

4.1.2 If you are allocated Imperial accommodation together with a carer, you are responsible for paying both your own Licence Fee and the Licence Fee for your carer's accommodation.

Where the cost of your carer's accommodation is paid by another person or organisation (for example, a sponsor), you must provide written confirmation of this financial support. This confirmation must be on headed paper and must include:

- a) The name of your carer and your name (as the student they will be assisting);
- b) The hall or residence to which the carer has been allocated;
- c) The amount of fees to be paid by the sponsor;
- d) The Accommodation Session(s) the payment will cover;
- e) The address to which the invoice(s) should be sent; and
- f) Confirmation that payment will be made directly to Imperial.

4.1.3 Where you are accommodated as a carer, your Licence will automatically end if the accommodation licence for the student you are caring for ends or expires, or if you cease to be that student's carer, whichever happens first.

4.2 Invoicing and payment

4.2.1 You must pay the Licence Fee for each Accommodation Session in advance. Payment is due on receipt of the invoice, or at least 24 hours before the start of the relevant Accommodation Session (whichever is earlier).

4.2.2 Invoices are issued by email before the start of each Accommodation Session. Invoices for Accommodation Session 1 and Accommodation Session 2 include charges for the Christmas and Easter vacation periods respectively. If you hold a 51-week Licence, a separate invoice will be issued in June to cover Accommodation Session 4.

4.2.3 You will not be permitted to move into the accommodation unless payment has been made in full before the start of the relevant Accommodation Session. Failure to do so will be treated as a material breach of this Licence.

4.2.4 If you are awaiting payment of a maintenance loan from the Student Loans Company, you will not be prevented from taking up your accommodation, provided that payment is made within three days of receiving those funds.

4.2.5 If you think you may have difficulty paying the Licence Fee or any other sums due under this Licence, you should contact the Student Accommodation Office or the Credit Control Team as soon as possible to discuss your options.

4.3 Late payment and recovery of sums

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4.3.1 If you do not pay the Licence Fee or any other sums due under this Licence, Imperial may take steps to recover the unpaid amounts. This may include taking legal action, and Imperial may pass on to you any reasonable costs incurred in doing so.

4.3.2 Where a payment remains unpaid for more than 14 days after the due date, Imperial may charge interest on the overdue amount. Interest will be charged on a daily basis at a rate of 3% above the Bank of England base rate, calculated on the outstanding balance.

4.3.3 Legal action taken to recover unpaid sums may result in a County Court Judgment (CCJ) being registered against you for the outstanding amount, together with any associated costs.

4.3.4 Charges applied under this Licence (other than the Licence Fee) are intended to reflect the cost or loss incurred by Imperial. If you believe that a charge does not reasonably reflect that cost or loss in your particular case, you may raise the matter with the Student Accommodation Office Manager and, if it remains unresolved, with the Director of Residential Services.

4.4 Cancellation before the Accommodation Period

4.4.1 The total fee payable for your accommodation (the Licence Fee) will be confirmed in your offer of accommodation. When you accept the offer, you will be issued with an invoice for the Licence Fee relating to your first Accommodation Session.

4.4.2 If, after accepting your offer of accommodation, you decide to cancel your Licence before the start of the Accommodation Period, you must notify the Student Accommodation Office in writing and complete the required Cancellation Form, available at:

<https://www.imperial.ac.uk/students/accommodation/faqs/prospective-undergraduates/>

4.4.3 Where written notice of cancellation is received before the start of the Accommodation Period, cancellation charges will apply as set out below, depending on when Imperial receives your notice:

Cancellation notice received by Imperial	Charge
Less than 7 calendar days after accepting an offer and at least 14 calendar days before the start of the Accommodation Period	No charge
7 calendar days or more after accepting an offer and at least 14 calendar days before the start of the Accommodation Period	Licence Fee pro-rated for 2 weeks
Less than 14 calendar days but at least 1 calendar day before the start of the Accommodation Period	Licence Fee pro-rated for 4 weeks

Where applicable, any Deposit paid will be returned, subject to these cancellation charges.

4.4.4 You will not incur a cancellation charge if you notify the Student Accommodation Office in writing within 7 calendar days of accepting your offer, provided that there are at least 14 calendar days remaining before the start of the Accommodation Period.

4.4.5 If you do not cancel your booking by 9.00am on the day before the start of the Accommodation Period, or if you accept an offer after that time, you will be liable for the full Licence Fee. In these circumstances, the Licence may only be ended in accordance with Section 5 (Ending the Licence).

4.4.6 Information about refunds of the Licence Fee, where applicable, is set out in clause 4.7.

4.5 Deposits and other fees

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4.5.1 You may be required to pay additional charges arising from your occupation of the accommodation. These may include (without limitation) charges for loss or damage, additional cleaning, replacement of keys or access cards, or other reasonable costs incurred by Imperial as a result of your breach of this Licence.

4.5.2 The circumstances in which these charges may be applied, and the process for notification, calculation and recovery of such charges, are set out in the relevant clauses of this Licence.

4.5.3 If you are allocated accommodation at Scape Hammersmith, you must pay a £400 security deposit. This deposit will be held by Imperial as security for the duration of the Accommodation Period. Any required Deposit must be paid before the start of the Accommodation Period.

4.5.4 The parties agree that this Licence is a student accommodation licence which is exempt from the assured tenancy regime under the Renters' Rights Act 2025, and that any Deposit taken under this Licence is therefore not required to be protected under a statutory tenancy deposit scheme. If a court or tribunal were ever to decide that this Licence is an assured or assured shorthold tenancy, Imperial may at that point take any steps it considers appropriate to comply with any applicable tenancy-deposit regime. This does not amount to an admission that such a tenancy existed from the outset.

4.6 Charges payable to public authorities

4.6.1 You are responsible for paying directly to the relevant public authorities any charges for which you may be liable in connection with your accommodation. This may include, where applicable, Council Tax and TV Licence fees.

4.6.2 If Imperial becomes liable for any such charges as a result of your occupation of the accommodation under this Licence, Imperial is entitled to recover those charges from you.

4.7 Licence fee refunds

4.7.1 If you believe that you are entitled to a refund of all or part of your Licence Fee under this Licence, you should contact the Student Fees Credit Control Team at the South Kensington Campus for further information.

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Section 5: Ending the Licence

This section explains what happens when your Licence ends, whether at the end of the Accommodation Period or earlier. It sets out your responsibilities when moving out, the circumstances in which you or Imperial may end the Licence early, and how deposits and charges are handled when the Licence comes to an end.

5.1 End of the Accommodation Period

5.1.1 You must vacate the accommodation by the end of the Accommodation Period and comply with Imperial's Departure Rules.

5.1.2 When you leave, you must ensure that all doors are locked and all windows are firmly closed. If doors or windows are left open, you may be charged for the cost of repairing any resulting damage.

5.1.3 You must leave the accommodation in a clean condition. If the accommodation does not meet the required standard of cleanliness, Imperial may arrange for professional cleaning and charge you for the reasonable cost of doing so.

5.1.4 You must return all keys and access cards to the hall or residence reception when you vacate the accommodation. If keys or access cards are not returned, you may be charged for replacement keys and, where reasonably necessary, the cost of changing locks.

5.1.5 You must remove all personal belongings from the accommodation by the end of the Accommodation Period. If you fail to do so, Imperial (or its nominee) may remove and, at its discretion, store or dispose of any items left behind, after giving you at least 14 days' written notice.

5.1.6 Written notice under clause 5.1.5 will be sent to the forwarding address you provide. If no forwarding address is provided, Imperial will take reasonable steps to trace and notify you. After this time, any remaining items may be treated as abandoned.

5.1.7 You will be responsible for all reasonable costs incurred by Imperial in connection with the removal, storage or disposal of any belongings left behind.

5.1.8 Any provision of this Licence which expressly or by implication is intended to continue after the end of the Licence will remain in full force and effect.

5.1.9 If you do not vacate the accommodation and return all keys and access cards by the date and time required under this Licence, Imperial (or its nominee) may enter the accommodation, change the locks and secure vacant possession. Imperial will take reasonable steps to safeguard any personal belongings left in the accommodation and will notify you at your last notified email or postal address, asking you to collect them within a reasonable period (normally not less than 14 days). If you do not do so, Imperial may dispose of or sell the belongings and may apply the proceeds towards any sums you owe under this Licence, returning any balance (if reasonably practicable) to you.

5.2 Early termination by you

5.2.1 Imperial may, at its discretion, agree to release you from this Licence where you are affected by exceptional circumstances. Exceptional circumstances may include serious illness, major personal difficulties or limited academic reasons. Transferring to writing-up status does not constitute an exceptional circumstance.

5.2.2 You may also cancel this Licence before the start of the Accommodation Period in accordance with Section 4.4, which sets out cancellation charges and related provisions.

5.2.3 If you seek to end the Licence after the start of the Accommodation Period and you are not otherwise entitled to do so, Imperial will take reasonable steps to reduce its financial loss. This may include attempting to re-license the accommodation to another student.

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5.2.4 Any replacement student must be eligible for Imperial student accommodation and approved by the Student Accommodation Office. The Student Accommodation Office will act reasonably when considering whether to approve a replacement student.

5.2.5 If the accommodation is successfully re-licensed, you will receive a refund of the Licence Fee you have paid for the period covered by the new occupier, calculated on a pro-rata basis. This refund will be subject to deduction of any other sums you still owe to Imperial.

5.2.6 If you wish to end the Licence after the start of the Accommodation Period, you must:

- a) complete the Notice to Quit Form; and
- b) comply with Imperial's Departure Rules.

5.2.7 Until the accommodation is re-licensed, you remain responsible for paying the Licence Fee for the remainder of the Accommodation Period. Any refund due under clause 5.2.5 will be calculated once the accommodation has been re-licensed.

5.2.8 Where you end the Licence in accordance with this section:

- a) you must not remain in the accommodation after the departure date stated in your Notice to Quit Form; and
- b) it is unlikely that you will be eligible for Imperial student accommodation in the future.

5.2.9 If you undertake a placement as part of your course, you will remain liable for the Licence Fee for your accommodation until the end of the academic year or until a new occupier is found. You must submit a Notice to Quit Form together with confirmation from your academic department of the placement dates. You should carefully consider whether to accept an offer of accommodation if a placement is likely.

5.3 Early termination by Imperial

5.3.1 When Imperial may end the Licence

Imperial may terminate this Licence if:

a) Serious breach

You commit a serious breach of this Licence and, where the breach can be put right, you fail to do so within the time given after being asked.

Imperial will usually allow at least four weeks to remedy a breach, but in serious cases action may be required sooner or immediately.

b) Repeated breaches

You repeatedly breach this Licence and, after being warned that further breaches may lead to termination, you breach it again.

c) Non-payment

Any payment due under this Licence remains unpaid for 30 days, and you then fail to make payment within 14 days of written notice.

d) Loss of student status

You cease, or Imperial reasonably believes that you are about to cease, to be a full-time registered/enrolled student of Imperial College London (or an authorised carer), or you otherwise cease to meet the legal conditions for this accommodation to be treated as exempt student accommodation under the Renters' Rights Act 2025; or

e) Any other circumstance

Any other circumstance where Imperial reasonably considers that allowing the Licence to continue would be inconsistent with its obligations or powers as a provider of exempt student accommodation under the Renters' Rights Act 2025 or any successor legislation.

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5.3.2 You must inform the Student Accommodation Office in writing if you cease, or expect to cease, to be a full-time registered/enrolled student of Imperial College London during the term of this Licence. Students who are no longer registered/enrolled as full-time students are not eligible to live in Imperial accommodation and must vacate the accommodation promptly.

5.3.3 Where required by law, Imperial will serve written notice of termination in accordance with the Protection from Eviction Act 1977, giving at least 28 days' notice.

5.3.4 If you fail to vacate the accommodation and/or pay any outstanding sums following service of notice, Imperial may take legal proceedings to recover possession of the accommodation and any unpaid amounts. The court may also make an order requiring you to pay Imperial's reasonable legal costs.

5.4 Deposit following termination

5.4.1 Where a Deposit applies, Imperial will return the Deposit once agreement has been reached regarding any proposed deductions. This will normally be within one month of the end of the Accommodation Period or termination of the Licence.

5.4.2 Deductions may be made for amounts you owe under this Licence, including charges for loss or damage, cleaning, or other costs properly incurred by Imperial, as set out elsewhere in this Licence.

5.4.3 Further information about Deposits, including when they apply and how deductions are handled, is set out in Section 4 (Money: fees, charges and refunds).

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Section 6. Other important legal information

This section explains how this Licence is interpreted, what happens if events occur outside Imperial's control, how liability is limited, which law applies, and how your personal data is used.

6.1 Events beyond Imperial's control

6.1.1 Imperial will not be treated as breaching this Licence, and will not be liable for failing to meet its obligations, where this is caused by events beyond Imperial's reasonable control.

6.1.2 These events may include (but are not limited to) floods, earthquakes, extreme weather, natural disasters, pandemics, acts of God, acts of terrorism, fires (except where caused by Imperial), or failures of electricity, gas, water or other utilities, plant, machinery, computers, vehicles, or building structures (except where caused by Imperial).

6.2 Liability

6.2.1 Subject to clause 6.2.3, Imperial's total liability for any loss arising under or in connection with this Licence will not exceed the Licence Fee.

6.2.2 Subject to clause 6.2.3, Imperial will not be liable for losses that are not caused by its breach of contract, breach of statutory duty, or negligence, nor for losses that were not reasonably foreseeable by both parties when this Licence was formed.

6.2.3 Nothing in this Licence limits or excludes Imperial's liability for fraud, for death or personal injury caused by Imperial's negligence, or for any other liability which cannot lawfully be limited or excluded.

6.3 General provisions and interpretation

6.3.1 Headings

Headings are included for ease of reference only and do not affect how this Licence is interpreted.

6.3.2 Third parties

This Licence does not give any rights to anyone who is not a party to it.

6.3.3 Nature of rights and statutory protections

6.3.3.1 This Licence is intended to be a student accommodation licence exempt from the assured tenancy regime under the Renters' Rights Act 2025 and any related legislation. It is not intended to create an assured tenancy, an assured shorthold tenancy or any other form of tenancy or security of tenure.

6.3.3.2 Nothing in this Licence is intended to exclude or limit any statutory rights you may have which cannot lawfully be excluded. However, this Licence does not confer on you any greater security of tenure or protection from eviction than the minimum required by law for exempt student accommodation.

6.3.3.3 Any statutory notice requirements that apply to Imperial in relation to ending this Licence or recovering possession of the accommodation will be satisfied if Imperial gives notice in accordance with Section 5 (Ending the Licence) and Section 6.3.8 (Consent and notices), unless the law requires a different form of notice, in which case Imperial may use that form instead.

6.3.4 Name and logo

You must not use Imperial's name, crest, logo or registered images without Imperial's prior permission.

6.3.5 Singular and plural

Unless the context requires otherwise, words in the singular include the plural and words in the plural include the singular.

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6.3.6 Invalid or unenforceable provisions

If any part of this Licence is found to be invalid or unenforceable, the rest of the Licence will remain valid and in force. Where possible, the parties will seek to replace any invalid provision with a lawful provision that reflects the original intent as closely as possible.

6.3.7 Waiver

If Imperial does not enforce a right or delays in enforcing it, this does not mean that the right has been waived or that it cannot be enforced later.

6.3.8 Statutory references

References to legislation include any amendments, extensions or re-enactments of that legislation.

6.3.9 Consent

Any consent required from Imperial under this Licence must be given in writing.

6.3.10 Law and jurisdiction

This Licence is governed by English law and any disputes will be dealt with exclusively by the courts of England.

6.4 Building safety and resident engagement

6.4.1 Imperial manages and operates its accommodation in accordance with applicable building safety legislation, including the Building Safety Act 2022, where relevant. Imperial also maintains a [Resident Engagement Strategy](#), which sets out how residents are informed, consulted and engaged on building safety matters. Further information is available on Imperial's website.

6.5 Personal data

6.5.1 Imperial collects, stores and uses your personal data in accordance with:

- a) the Privacy Notice for Students and Prospective Students, available at: <https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/admissions/Privacy-notice.pdf>
- b) Imperial's Accommodation Privacy Policy, available at: <https://www.imperial.ac.uk/students/accommodation/privacy-policy/>

6.5.2 All personal data will be processed in compliance with applicable data protection laws.

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Section 7. Special arrangements (only applicable to residents at Silwood Park and Scape)

This section applies only to postgraduate students at Silwood Park who hold a 51-week Licence, and to students living in accommodation managed by third-party providers where stated.

7.1 Variation of certain 51-week Licences (Silwood Park postgraduates only)

7.1.1 If you are required to be away from Imperial on a field trip, project or placement between 1 March and 1 August, Imperial may, at its discretion, agree to vary your Licence to exclude one continuous period (the Excluded Period), provided that:

- a) the field trip, project or placement is formally approved in writing by your senior tutor or supervisor and is necessary for your studies; and
- b) the Excluded Period is a whole number of weeks, with a minimum of four weeks and a maximum of twelve weeks.

7.1.2 If you wish to apply for a Licence variation under clause 7.1.1, you must:

- a) complete the Notice to Quit Form; and
- b) if Imperial accepts your application, comply with Imperial's Departure Rules.

7.1.3 To be eligible for a Licence variation, your department must confirm in writing the location and dates of your field trip, project or placement, and confirm that it is an essential part of your studies. This confirmation must be sent to the Student Accommodation Office at accommodation@imperial.ac.uk

7.1.4 If your Licence is varied under this section, you must leave your room in the condition required at the start of the Excluded Period. An inventory will be carried out by Imperial at the start of the Excluded Period and a new inventory will be completed at the end of that period. You must check, sign and return the inventory within seven days of receipt. Cleaning and other charges may be applied as if the Accommodation Period had ended.

7.1.5 Your obligation to pay the full Licence Fee for each Accommodation Session remains unchanged. However, where you have followed the procedure in clauses 7.1.2 and 7.1.4 and Imperial approves the variation, you will be entitled to a refund of the portion of the Licence Fee that relates to the Excluded Period.

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Schedule Scape - Hammersmith

Returning students who have applied and have been allocated to accommodation in Scape Hammersmith (which is owned and managed by Imperial's nominated third party) will also be subject to the following in addition to the main Licence:

Students residing in Scape Hammersmith, will be required to abide by the [Scape Code of Conduct](#) issued by the "Scape Management Team".

Inventory

The Inventory list for this accommodation will be held by the "Scape Management Team".

Deposit

On allocation of the accommodation in Hammersmith, Imperial will issue an invoice in respect of a Security Deposit in the sum of £400. The Deposit will be held by Imperial until the determination of the Licence Agreement.

The deposit is subject to clause 4.5.1 of the main conditions of the Licence and Clause 5 of the **Scape Code of Conduct**.

Please Note: The Deposit is taken under a student accommodation licence which is intended to be exempt from the assured tenancy regime under the Renters' Rights Act 2025. On that basis, the Deposit is **not required to be protected under a statutory Tenancy Deposit Protection Scheme**. If a court or tribunal were ever to decide that your arrangement is an assured or assured shorthold tenancy, Imperial and/or the Scape Management Team may at that point take any steps considered appropriate to comply with any applicable tenancy-deposit scheme. This does not amount to an admission that such a tenancy existed from the outset.

Return of Deposit

The deposit will be held against dilapidations noted in clause 5.2 of the **Scape Code of Conduct**.

At the determination of the Licence, Imperial/Scape Management Team will determine what deductions (if any) are to be made within 14 days and once an agreement is reached the balance/full amount of the deposit will be returned within one month.

Cleaning

Refer to clause 8.1.10 in the **Scape Code of Conduct** and any local notices

Hall Rules

If you are allocated to an accommodation managed by Scape you are required to adhere to their **Scape Code of Conduct**.

Health & Safety

See Clause 9.1.11 of the **Scape Code of Conduct**.